



APPLICATION FOR EMPLOYMENT

BOROUGH OF ALLENDALE

500 WEST CRESCENT AVENUE, ALLENDALE, NEW JERSEY 07401

INSTRUCTIONS: **COMPLETE ALL NECESSARY INFORMATION. YOU MAY BE ASKED TO PROVIDE ADDITIONAL INFORMATION UPON REVIEW. PLEASE PRINT.**

Name _____

Social Security # _____ Phone (_____) _____

Address: _____

Position Applied For: _____

Special training or skills: _____

Do you have a legal right to be employed in the U.S.? _____

Are you of legal age to work? _____

Would you accept full-time work? _____

Would you accept part-time work? _____

Have you ever been employed here before? _____

} Yes or No

If yes, what dates and for what purpose? _____

On what date would you be available for work? _____

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EDUCATIONAL BACKGROUND

Grammar School:

Name and Location _____

Course of study _____ Did you graduate? _____

Degree or diploma _____ Date: _____

High School:

Name and Location _____

Course of study _____ Did you graduate? _____

Degree or diploma _____ Date: _____

College:

Name and Location _____

Course of study _____ Did you graduate? _____

Degree or diploma _____ Date: _____

Graduate School:

Name and Location _____

Course of study _____ Did you graduate? _____

Degree or diploma _____ Date: _____

Vocational Training – Other:

Name and Location _____

Course of study _____ Did you graduate? _____

Degree or diploma _____ Date: _____

Continuing Education:

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PREVIOUS EMPLOYERS AND ADDRESSES

PLACE AN [X] BY THE EMPLOYER(S) YOU DO NOT WANT US TO CONTACT. LIST THE MOST RECENT EMPLOYER FIRST. IF YOU NEED ADDITIONAL SPACE PLEASE ATTACH IT TO THIS APPLICATION ON SEPARATE SHEET.

[] Company Name _____ Phone _____
Contact Name _____
Address _____
Position _____ Reason for leaving _____
Last wage _____

[] Company Name _____ Phone _____
Contact Name _____
Address _____
Position _____ Reason for leaving _____
Last wage _____

[] Company Name _____ Phone _____
Contact Name _____
Address _____
Position _____ Reason for leaving _____
Last wage _____

I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED AND IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE BOROUGH'S RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED AT EITHER MY OR THE BOROUGH'S OPTION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITION OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE, BY THE BOROUGH.

APPLICANT'S SIGNATURE: _____ DATE _____